



MINUTES OF APRIL 5, 2016

REGULAR MEETING OF THE COVINA CITY COUNCIL/SUCCESSOR AGENCY TO THE COVINA REDEVELOPMENT AGENCY/COVINA PUBLIC FINANCING AUTHORITY/COVINA HOUSING AUTHORITY HELD IN THE COUNCIL CHAMBER OF CITY HALL, 125 EAST COLLEGE STREET, COVINA, CALIFORNIA

CALL TO ORDER

Mayor Stapleton called the Council/Agency/Authority meeting to order at 6:30 p.m. with all Councilmembers present, except Councilmember Allen. There were no public comments. Mayor Stapleton recessed the Council to closed session at 6:30 p.m.

ROLL CALL

Councilmembers Present: Walter Allen III (arrived 6:31 p.m.), Peggy A. Delach, John C. King, Mayor Pro Tem/Vice-Chair Jorge Marquez, and Mayor/Chair Kevin Stapleton.

Councilmembers Absent: None.

Elected Members Present: City Treasurer Geoffrey Cobbett and City Clerk Mary Lou Walczak.

Staff Members Present: City Manager Andrea M. Miller, City Attorney Candice K. Lee, Interim Police Chief Kim Raney, Public Works Director Siobhan Foster, Community Development Director Brian Lee, Parks and Recreation/Library Director Amy Hall-McGrade, Human Resources Director Danielle Tellez, Interim Finance Director Dennis Swink, Assistant to the City Manager Angel Carrillo, City Engineer David Gilbertson, GIS Technician James Knox, and Chief Deputy City Clerk Sharon F. Clark.

CLOSED SESSION

- A. G.C. §54956.8 – CONFERENCE WITH REAL PROPERTY NEGOTIATORS
 - Property: 413 North Citrus Ave. (APN: 8431-028-026)
 - Agency negotiator: Andrea Miller, City Manager
 - Negotiating parties: Joe Oftelie, City Ventures
 - Under negotiation: Negotiations to include both price and terms of payment

- B. G.C. §54957 – PUBLIC EMPLOYEE PERFORMANCE EVALUATION
 - Title: City Manager

- C. G.C. §54957.6 – CONFERENCE WITH LABOR NEGOTIATORS
 - Agency Designed Representative: Mayor
 - Unrepresented Representative: City Manager

- D. G.C. § 54957.6 – CONFERENCE WITH LABOR NEGOTIATORS
Agency Designated Representatives: Peter Brown of Liebert Cassidy Whitmore, Chief Labor Negotiator and Danielle Tellez, Human Resources Director
Employee Organizations: American Federation of State, County and Municipal Employees (AFSCME); Police Association of Covina (PAC); Police Management Group (PMG); and Police Supervisors of Covina (PSC)
- E. G.C. § 54957.6 – CONFERENCE WITH LABOR NEGOTIATORS
Agency Designated Representatives: Danielle Tellez, Human Resources Director
Unrepresented Employees: Mid-Management, Supervisory and Professional, and Confidential and Technical Employees; and Executive Employees (excluding the City Manager)

RECONVENE AND CALL TO ORDER

Mayor Stapleton reconvened the meeting into open session at 7:36 p.m. with all Councilmembers present.

PLEDGE OF ALLEGIANCE

Mayor Stapleton led the Pledge of Allegiance.

INVOCATION

Police Chaplain Truax gave the invocation.

PRESENTATIONS

Finch Clock 100th Birthday

Mayor Stapleton recited historical information regarding the Finch Clock and announced that a bell-ringing ceremony recognizing the 100th birthday of the clock would be held on April 8, 2016, at 12:00 p.m. next to the Clock. At Mayor Stapleton's invitation, Fred Feldheim of the Covina Historical Society added that in case of rain, the event would be postponed to next year.

DMV/Donate Life California Month Proclamation

Mayor Stapleton read a proclamation declaring April 2016 as DMV/Donate Life California Month into the record and presented the proclamation and flowers from the City to John Diaz, Mia Mejorado, Allen Jolley and other members of OneLegacy Donate Life California.

Recognition of 2016 Covina Police Department Baker to Vegas Relay Team

Mayor Stapleton recognized participants in the 2016 Covina Police Department Baker to Vegas Relay Team for their achievement in finishing seventh of 26 teams and for running in honor of fallen Officer Jordan Corder, and presented them with flowers from the City. It was noted that the baton carried in the race will be engraved and given to the Corder family.

City Manager Miller recognized Parks and Recreation/Library Director Hall-McGrade and City Clerk Walczak for coordinating the flower presentations during tonight's meeting.

National Library Week

Mayor Stapleton invited Norm Klemz, President of The Friends of the Covina Public Library, and other Friends members present to come forward, thanked them on behalf of the City Council for their hard work, time and dedication in support of the Library and Covina community, and presented them with flowers from the City. Councilmember Delach recognized Friends member Pat Klemz and Interim Finance Director Swink's wife, Mary Swink, for being among awardees of state Senator Dr. Ed Hernandez's Women of Achievement for 2016. Friends member Fred Feldheim announced that on April 16, 2016, the Friends are holding their semi-annual book sale from 10:00 a.m. to 4:00 p.m. at the Library, along with a bake sale.

A proclamation declaring April 12, 2016, as National Library Workers' Day was read into the record and presented, along with flowers from the City, by Mayor Stapleton to Covina Library employees: Library Clerk Brenda San, Library Assistant Mercedes Stanton, Management Analyst Veronica Palacios, and Library Coordinator Lilly Jimenez.

Parks and Recreation Department Awards Recognition

Mayor Stapleton announced that the Covina Christmas Parade Executive Committee had received a 2016 Service Award from California Parks and Recreation Society District 13 for their excellent work on the Covina Christmas Parade; and presented Parks and Recreation/Library Director Hall-McGrade with a plaque in recognition of receiving the Facility and Parks Planning and Design Award for Cougar Park.

PUBLIC COMMENTS

Member of the public Leticia Gross expressed concern about the One Charter Oak project developer allegedly making changes to the sewer plan for the project since it was approved by Council. Mayor Stapleton referred Ms. Gross to City Manager Miller and Community Development Director Lee for more information. City Manager Miller responded that the City is not aware of the developer making any changes and will look into it. Councilmember Delach thanked Ms. Gross for bringing her concerns to the Council and stated the City will check with the developer about minimizing inconvenience and improving communication with neighboring residents.

REPORT FROM CLOSED SESSION

City Attorney Lee announced that there was no reportable action from closed session and direction was given to staff; and that since discussion on closed session items had not been concluded, closed session would be reconvened after the conclusion of the open session portion of the meeting.

COUNCIL/AGENCY/AUTHORITY COMMENTS

Mayor Pro Tem Marquez and Councilmember Delach wished Covina a Happy 130th Birthday.

Councilmember King commented that progress is being made.

Councilmember Allen stated that he is happy to be in Covina.

Mayor Stapleton recognized Jean Adair for being honored as Covina Woman's Club's Citizen of the Year and announced the meeting would be adjourned in memory of Beverly Margett and Retired Covina Police Department Lieutenant Dan Alvarez. He announced Library events: Exhibit: Women Who Dare! from April 9 – 16, 2016; We All Need Libraries: Community Engagement Event on April 9, 2016, at 2:00 p.m.; and Family Reading Day on April 15, 2016, from 4:30 p.m. to 5:30 p.m.; and Parks and Recreation events: Registration for recreational classes, most of which start this week; and Chalk Art Festival on April 9, 2016, from 9:00 a.m. to 5:00 p.m. In closing, he read a note from Pete Reynolds to the Council thanking them for the recent meeting adjournment in memory of his wife, Caroline Reynolds.

CITY MANAGER COMMENTS

City Manager Miller reported that the County is interested in a new parcel tax measure which would replace the expiring park bond measure and is asking for cities to support it; however, although 87% of unincorporated parcels are in incorporated cities, the great majority of the funds collected would go to the County, not to the cities which are providing the services. Since much of the funding would be dedicated to grants, Covina would be competing for our own tax money. As there are potentially two parcel taxes for Covina voters to consider, City Manager Miller stated she would keep the Council updated as the County's intentions become clearer.

CONSENT CALENDAR

The following requests to pull Consent Calendar items for separate discussion were made: Councilmember King for item CC 6; Councilmember Allen for item CC 7; and Councilmember Delach for item CC 11.

A motion was made by Councilmember King, seconded by Mayor Pro Tem Marquez, to approve Consent Calendar items CC 1 – 5, 8 – 10, and 12 as presented.

Motion approved Consent Calendar items CC 1 – 5, 8 – 10, and 12 as follows:

AYES: ALLEN, DELACH, KING, MARQUEZ, STAPLETON

NOES: NONE

ABSTAIN: NONE

ABSENT: NONE

- CC 1. City Council approved the Minutes of the March 22, 2016, Special Meeting of the City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Financing Authority/Housing Authority.
- CC 2. City Council approved payment of City demands in the amount of \$3,428,545.71.
- CC 3. Successor Agency to the Covina Redevelopment Agency approved payment of Agency demands in the amount of \$16,626.80.
- CC 4. City Council waived full reading, read by title only, and adopted on second reading **Ordinance No. 16-2054** entitled, "AN ORDINANCE OF THE CITY COUNCIL OF

THE CITY OF COVINA, CALIFORNIA, AMENDING SECTION 17.04.414.5 (MEDICAL MARIJUANA DISPENSARY) OF CHAPTER 17.04 (DEFINITIONS) OF TITLE 17 (ZONING) OF THE COVINA MUNICIPAL CODE TO PROHIBIT THE CULTIVATION OF MEDICAL MARIJUANA BY ALL PERSONS IN ALL ZONES IN THE CITY, INCLUDING CULTIVATION BY QUALIFIED PATIENTS, PRIMARY CAREGIVERS AND PERSONS WITH IDENTIFICATION CARDS, AND MAKING A DETERMINATION OF EXEMPTION UNDER CEQA.”

- CC 5. City Council: 1) Adopted City **Resolution No. 16-7468** authorizing participation in the 2015 Continuum of Care (CoC) Program grant, through the Los Angeles Homeless Services Authority (LAHSA) for supportive services, operation and administration of the Transitional House in Fiscal Year 16-17; 2) Adopted Successor Agency **Resolution No. 16-003** supporting the City’s participation in the 2015 Continuum of Care Program grant through the Los Angeles Homeless Services Authority; and 3) Adopted Housing Authority **Resolution No. 16-002** supporting the City’s participation in the 2015 Continuum of Care Program grant through the Los Angeles Homeless Services Authority.
- CC 8. City Council authorized the City Manager to execute the agreement with Pacific Parking Systems, Inc. for parking-machine maintenance at the Metrolink West Parking Structure and at the Civic Center (Downtown) Parking Structure for a one-year term in an amount not to exceed \$3,750.
- CC 9. City Council adopted **Resolution No. 16-7469** accepting an easement on an existing alley for public street and highway purposes associated with development of property at 642 and 656 E. San Bernardino Road.
- CC 10. City Council adopted **Resolution No. 16-7472** approving the recordation of Tract Map No. 73397 “Lark Ellen Villas;” 501 Lark Allen Avenue.
- CC 12. City Council: 1) Approved the Mayor’s designation of delegates and alternates to Intergovernmental agencies; 2) Adopted **Resolution No. 16-7474** appointing Mayor Kevin Stapleton as the City’s representative and Councilmember Walter Allen III as alternate to act on behalf of the City at meetings of the City Selection Committee; and 3) Authorized the Chief Deputy City Clerk to fill in the appointed names on Resolution No. 16-7474.

CONSENT CALENDAR ITEMS PULLED FOR SEPARATE DISCUSSION

- CC 6. **Amendment to the Agreement between All City Management Services, Inc. and the City of Covina for School Crossing Guard Services.**

Councilmember King commented that safety is important, but school crossing guards should be funded by the school district, which gets the most benefit from property tax dollars.

In response to an inquiry from Mayor Pro Tem Marquez about whether the City has talked to the school district about the matter, Councilmember King replied yes, and they thanked the City for the crossing guards; but since there is a new superintendent, it may be worth talking to them again.

A motion was made by Councilmember King, seconded by Councilmember Delach to approve the amendment to the current agreement between All City Management Services, Inc. and the City of Covina for school crossing guard services for fiscal year 2016-2017; and authorize the City Manager to execute the amendment.

Motion approved Consent Calendar items CC 6 as follows:

AYES: ALLEN, DELACH, KING, MARQUEZ, STAPLETON
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

CC 7. Extension of Covina's Parking Enforcement Service contract with Inter-Con Security, Inc.

Councilmember Allen stated he had intended to pull Consent Calendar item CC 11 rather than Consent Calendar item CC 7. A motion was made by Councilmember Delach, seconded by Councilmember Allen to approve a one-year extension of Covina's Parking Enforcement Service contract with Inter-Con Security, Inc.

Motion approved Consent Calendar items CC 7 as follows:

AYES: ALLEN, DELACH, KING, MARQUEZ, STAPLETON
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

CC 11. Resolution No. 16-7473 amending the Fiscal Year 2015-16 Capital Improvement Program Budget by \$42,550 for Project P1502 Resurfacing of Grand Avenue Project between Arrow Highway and San Bernardino Road funded by State of California Department of Resources Recycling and Recovery (CalRecycle).

Councilmember Allen expressed his great happiness that Grand Avenue will be paved from Arrow Highway to San Bernardino Road and thanked Public Works Director Foster and staff for finding the resources to accomplish the project.

Councilmember Delach thanked Public Works Director Foster for doing an excellent job, commented that even though the City received a grant for this project, it falls far short of the actual cost which will be borne 72% by the City and 28% by the County, and inquired how long it will take to acquire the balance of the funds needed and when the project will start.

City Manager Miller responded that the estimate is for the project to begin in Spring 2017, that funding sources are still being evaluated including reallocation of Proposition A and Proposition C funds, that a cooperative agreement with the County is still being crafted, and plans are to have needed funds by Spring 2017.

A motion was made by Councilmember Delach, seconded by Councilmember Allen, to adopt **Resolution No. 16-7473** amending the Fiscal Year 2015-16 Capital Improvement Program Budget by \$42,550 for Project P1502 Resurfacing of Grand Avenue Project between Arrow Highway and San Bernardino Road funded by State of California Department of Resources Recycling and Recovery (CalRecycle).

Motion approved Consent Calendar items CC 11 as follows:

AYES: ALLEN, DELACH, KING, MARQUEZ, STAPLETON
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

A motion was made by Councilmember King, seconded by Councilmember Delach to reorder the agenda to consider New Business item NB 4, Covina Senior and Community Center Update, next to accommodate those present at the meeting for this item.

Motion approved reorder of the agenda as follows:

AYES: ALLEN, DELACH, KING, MARQUEZ, STAPLETON
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

NB 4. Covina Senior and Community Center Update – Consider refinement of possible site location alternatives.

City Manager Miller introduced the item. The staff report and a PowerPoint presentation were presented by Public Works Director Foster and Community Development Director Lee.

Councilmember King expressed his thankfulness that Council and staff is listening to the community, thanked the project team, commented on feedback received from the community indicating it is not supportive of the Covina Park option and thanked the community for the reasonable dialogue, and made a motion to remove Covina Park from list of possible locations for the senior and community center. Councilmember Allen seconded the motion.

Councilmember Delach asked if staff could determine what quantifiable amount of space could be cleared in Covina Park to accommodate a new center to see if replacing old space with new space is feasible; and also look at every available city-owned property in Project Area 1 since funding is available in that area;

Councilmember Allen suggested looking into a cooperative agreement with Citrus Valley Health Partners to obtain property currently used as an Intercommunity Hospital parking lot.

Councilmember Delach stated she doesn't agree with any other proposed location listed in the Update except maybe the Woman's Club, and that Kelby Park would be the next possible scenario; and though the City may own other property, it doesn't have funding to build there.

Councilmember Marquez expressed agreement with looking for properties in Project Area 1 as it would be best to find a way to use the four million dollars available for use in that area.

Councilmember King suggested that since Citrus Valley Health Partners is in need of a parking structure, maybe the project money could be used in Project Area 1 for that purpose in trade for Citrus Valley Health Partners building a senior and community center on the City's property outside Project Area 1.

Mayor Stapleton received clarification from Councilmember King that his motion was to direct staff to continue systematic assessment of multiple sites, excluding Covina Park, as the possible location for the placement of the Covina Senior and Community Center; continue to solicit community input on the possible sites; and present the results of the site location assessment and community input to the City Council as soon as practicable.

Councilmember Delach requested the motion be amended to also exclude the former K-Mart, bowling alley, and Bank of America properties from consideration as site locations. Councilmembers King and Allen agreed to amend their motion and second accordingly.

City Manager Miller requested and received clarification that Council's direction is for staff to also look at non-city-owned and occupied properties.

In response to an inquiry from Councilmember Delach as to how seniors are doing at the temporary Valleydale Park location, Parks and Recreation/Library Director Hall-McGrade replied that events and the lunch program are running well, and some initial transportation issues had been resolved.

There was no public comment.

Motion approved New Business item NB 4 as follows:

AYES: ALLEN, DELACH, KING, MARQUEZ, STAPLETON
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

RECESS AND RECONVENE

Mayor Stapleton called a recess at 9:03 p.m. and reconvened the meeting at 9:08 p.m. with all Councilmembers present.

PUBLIC HEARING

PH 1. Code Amendment re: Section 8.60.070 of Chapter 8.60 (Fireworks, Pyrotechnics and Production Effects) of the Covina Municipal Code regarding violation of provisions of Chapter 8.60.

The staff report was presented by City Manager Miller.

Mayor Stapleton opened the Public Hearing. There was no public comment.

Mayor Stapleton closed the Public Hearing.

Mayor Pro Tem Marquez inquired about the amount of fines in other cities and expressed concern that \$1000 for a first offense is too high. City Manager Miller explained that the penalty for violations is a misdemeanor, that the amount of the fine that is actually imposed is at the judge's discretion, and this ordinance increases the maximum fine amount. Councilmember Allen added that this ordinance is aimed at offenses involving professional-grade fireworks.

A motion was made by Councilmember Delach, seconded by Mayor Pro Tem Marquez, to waive full reading, read by title only, and introduce for first reading **Ordinance No. 16-2055** entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINA, CALIFORNIA, AMENDING SECTION 8.60.070 OF CHAPTER 8.60 (FIREWORKS, PYROTECHNICS AND PRODUCTION EFFECTS) OF TITLE 8 (HEALTH AND SAFETY) OF THE COVINA MUNICIPAL CODE REGARDING VIOLATIONS OF PROVISIONS OF CHAPTER 8.60."

Motion approved Public Hearing item PH 1 as follows:

AYES: ALLEN, DELACH, KING, MARQUEZ, STAPLETON
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

CONTINUED BUSINESS – None.

NEW BUSINESS

NB 1. 2015/2016 Core Strategies – Goals and Objectives Update.

City Manager Miller introduced the item. The staff report and a PowerPoint presentation were presented by Assistant to the City Manager Carrillo.

City Manager Miller commented that updates on progress being made will be brought to Council on a regular basis.

In response to a question from Councilmember Delach about how soon the vacant code enforcement position is anticipated to be filled, City Manager Miller replied that an issue has been resolved, so the recruitment should now move forward quickly.

There was no public comment.

A motion was made by Councilmember Delach, seconded by Councilmember King to receive and file the Update.

Motion approved New Business item NB 1 as follows:

AYES: ALLEN, DELACH, KING, MARQUEZ, STAPLETON
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

NB 2. Approval of Engineering and Traffic Survey, March 2016, for the City of Covina and Introduction of Ordinance No. 16-2056 Adding Chapter 10.68 of Title 10 (Vehicles and Traffic) of the Covina Municipal Code Relating to Speed Limits.

City Manager Miller introduced the item. The staff report was presented by Public Works Director Foster and City Engineer Gilbertson.

In response to a request from Councilmember King, City Engineer Gilbertson provided details of the process used to update traffic surveys.

There was no public comment.

A motion was made by Councilmember Delach, seconded by Councilmember King to waive full reading, read by title only, and introduce for first reading **Ordinance No. 16-2056** entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINA, CALIFORNIA, ADDING CHAPTER 10.68 OF TITLE 10 (VEHICLES AND TRAFFIC) OF THE COVINA MUNICIPAL CODE RELATING TO SPEED LIMITS."

Motion approved New Business item NB 2, Introduction of Ordinance No. 16-2056, as follows:

AYES: ALLEN, DELACH, KING, MARQUEZ, STAPLETON
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

A motion was made by Councilmember Delach, seconded by Councilmember King to adopt **Resolution No. 16-7470** approving the Engineering and Traffic Survey, March 2016, for the City of Covina (E&TS) and the prima facie speed limits recommended to be established on the highway segments included in the E&TS.

Motion approved New Business item NB 2, Adoption of Resolution No. 16-7470, as follows:

AYES: ALLEN, DELACH, KING, MARQUEZ, STAPLETON
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

A motion was made by Councilmember Delach, seconded by Councilmember King to adopt **Resolution No. 16-7471** appropriating \$270 in available Proposition C Fund balance to the fiscal year 2015-16 budget and allocating the funds to the Citywide Engineering and Traffic Survey – Project T-1501 (account no. 2405-2100-51005-T1501).

Motion approved New Business item NB 2, Adoption of Resolution No. 16-7471, as follows:

AYES: ALLEN, DELACH, KING, MARQUEZ, STAPLETON
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

A motion was made by Councilmember Delach, seconded by Councilmember King to authorize the Department of Public Works to schedule the second reading of Ordinance No. 16-2056 for the next City Council meeting on April 19, 2016; and authorize the City Manager to execute the Amendment to the Agreement with Willdan Engineering for the completion of two additional radar speed surveys requested by the City Traffic Engineer in an amount not to exceed \$270.

Motion approved New Business item NB 2, Scheduling of Second Reading for Ordinance No. 16-2056 and Amendment to the Agreement with Willdan Engineering, as follows:

AYES: ALLEN, DELACH, KING, MARQUEZ, STAPLETON
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

NB 3. 2015-16 Adopted Budget Mid-Year Review.

City Manager Miller introduced the item and recognized Finance Committee members present. The staff report and a PowerPoint presentation were presented by Interim Finance Director Swink.

In response to an inquiry from Mayor Pro Tem Marquez about Measure R revenues, Interim Finance Director Swink replied he will research it and report back.

There was no public comment.

A motion was made by Councilmember Allen, seconded by Mayor Pro Tem Marquez, to approve the Revenue and Expenditure adjustments listed on Attachment C of the Agenda Report.

Motion approved New Business item NB 2 as follows:

AYES: ALLEN, DELACH, KING, MARQUEZ, STAPLETON
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

CLOSED SESSION

Mayor Stapleton recessed the meeting to Closed Session at 9:53 p.m.

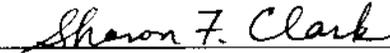
RECONVENE AND CALL TO ORDER

Mayor Stapleton reconvened the meeting into open session at 10:18 p.m. with all Councilmembers present.

ADJOURNMENT

At 10:18 p.m., the meeting of the Covina City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Financing Authority/Covina Housing Authority was adjourned in memory of Beverly Margett and retired Covina Lieutenant Dan Alvarez to the next regular meeting of the Council/Agency/Authority scheduled for Tuesday, April 19, 2016, at 5:00 p.m. for study session in the Covina Library Community Room at 234 N. Second Avenue, Covina, California, 91723; and at 6:30 p.m. for closed session and 7:30 p.m. for open session inside the Council Chamber, 125 East College Street, Covina, California, 91723.

Respectfully submitted:



Sharon F. Clark, CMC
Chief Deputy City Clerk

Approved this 19th day of April, 2016:



Kevin Stapleton, Mayor/Chair